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Executive Order

01-01 EXECUTIVE ORDER CONTINUING THE RISK MANAGEMENT ADVISORY COMMITTEE

February 21, 2001

WHEREAS, the Department of Administration, pursuant to Section 2-9-101, MCA, is charged with the acquisition and administration of all insurance purchased for the protection of the state; and

WHEREAS, the Department of Administration shall, after consultation with the departments, agencies, commissions, and other instrumentalities of the state ("state participants") provide a comprehensive insurance plan for the state; and

WHEREAS, all offices, departments, agencies, authorities, commissions, boards, institutions, hospitals, colleges, universities, and other state participants are statutorily required to comply with the insurance plan developed by the Department of Administration pursuant to Section 2-9-201, MCA; and

WHEREAS, risk management is an essential component in the formation of a comprehensive state insurance plan; and

WHEREAS, a systematic and organized approach to managing risks through cost effective risk management techniques and insurance coverage will reduce the conditions and practices which cause insurable losses; and

WHEREAS, the protection of Montana's physical and human resources is of vital interest to our citizens and to our well being as a state.

I. PURPOSE:

The purpose of the Committee shall be as follows:

1. Make recommendations to the Governor, other elected officials, and department directors on implementation of:
 - a. a risk management plan within each instrumentality of state government; and
 - b. risk awareness activities as an integral part of operating procedures.
2. Serve in an advisory capacity to resolve problems which may arise with insurance coverage or risk management concerns involving protection of state assets and resources.
3. Disseminate and collect insurance and risk management information from state agencies to maintain and preserve the insurability and viability of state assets.
4. Review alternatives and make recommendations for adoption of risk

management policies and, when necessary, recommend administrative or legislative action.

I further direct the Department of Administration, in accordance with general policy direction established by the Division of Risk Management and Tort Defense, and in cooperation with other instrumentalities of state government, to develop and annually update and present to the Governor a recommended risk management plan.

The plan shall provide for the effective and efficient allocation of insurance and risk management resources and shall address the need for collecting, summarizing, and disseminating insurance, risk management, claims, and loss prevention information.

II. COMPOSITION:

The Risk Management Advisory Committee shall be composed of one representative from each of the following areas of state government:

1. Commissioner of Higher Education
2. Department of Administration
3. Department of Agriculture
4. Department of Commerce
5. Department of Corrections
6. Department of Environmental Quality
7. Department of Fish, Wildlife & Parks
8. Department of Justice
9. Department of Labor & Industry
10. Department of Livestock
11. Department of Military Affairs
12. Department of Natural Resources & Conservation
13. Department of Public Health and Human Services
14. Department of Revenue
15. Department of Transportation
16. Governor's Office (represented by the Administrator of the Risk Management and Tort Defense Division)
17. Historical Society
18. Legislative Services Division
19. Montana Judiciary
20. Office of Political Practices
21. Office of Public Instruction
22. Office of Secretary of State
23. Public Service Commission
24. State Auditor's Office
25. State Board of Public Education
26. State Compensation Insurance Fund
27. State Library
28. University System

The Administrator of the Risk Management and Tort Defense Division shall serve as the chairperson and shall represent the Governor's Office. The full committee shall convene at least annually. Subcommittees consisting of uniform or similar risk management issues shall convene from time to time as requested by the chairperson.

The names and addresses of members who shall serve at the pleasure of the Governor are submitted by separate letter to the Department of Administration and the Secretary of State.

III. DURATION:

This Advisory Council shall exist for two years from the effective date of this order unless extended or terminated by subsequent Executive Order.

This Order is effective immediately.

GIVEN under my hand and the GREAT SEAL of the State of Montana, this ____ day of _____, 2001.

JUDY MARTZ, Governor

ATTEST:

BOB BROWN, Secretary of State

